



ROD HANDLING PROCEDURE

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PPE Required: Hard hat, ear plugs, or muffs, safety glasses, gloves, steel toe boots, reflective clothing.

Controls: Guards, SWP/SJP, training, policies, PPE, housekeeping, LOTO, WHMIS, Proper lighting, reporting.

Step 1. Ensure the drill is not moving and driller has hands off the control panel.

Step 2. Maintain good communication between the driller and the helper.

Step 3. Tilt rod guard away from the rods.

Step 4. Place pipe wrench on rod ensuring it is tight and is not going to slip when pressure is applied.

Step 5. Check to ensure the foot clamp is engaged.

Step 6. Ensure you have good footing on the platform, and that there is no obstacles or conditions that could cause a slip, trip or fall.

Step 7. Pull the wrench towards you with both an overhand and underhand grip on the wrench. If working on the sub you may use your foot to put pressure on the wrench. Ensure that your other foot is planted securely on the drill floor and you are holding onto the frame of the platform. The Driller will put pressure on the wrench so it doesn't swing back.

Step 8. Once the rod has been loosened, remove the pipe wrench and step back from the drill.

Step 9. Driller will unscrew the rod using the rotation head.

Step 10. Grasp the rod firmly with both hands, keep your hands away from the ends of the rods (keep 4 fingers distance between your hand and the end of the rods at all times).

Step 11. Lift the rod up and pull it off the drill holding it close to your body.

Step 12. Place the rod carefully on the platform being careful not to twist your body in the process. Take the extra steps to get into position to lower the rod to the ground, or into the rack.



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Step 13. Stack rods carefully as you remove them, ensure that they are secure and not rolling around the platform creating a hazard.

Step 14. Ensure that you have the space to grab the rods again to either remove them from the platform or add them back into the string.

Hazards:

Strains and sprains due to poor conditioning, improper lifting techniques and/or fatigue.

Pinch points between the rod and the drill platform or other rods

Getting clothing or body parts caught in rotating

Dropping rods

Drilling fluid in eyes while rods are spinning

ADDING RODS

Controls: Guards, SWP/SJP, training, policies, PPE, housekeeping, LOTO, WHMIS, Proper lighting, reporting.

Step 1. Ensure the drill is not moving and driller has hands off the control panel.

Step 2. Maintain good communication between the driller and the helper.

Step 3. Tilt rod guard away from the rods.

Step 4. Place pipe wrench on sub ensuring it is tight and is not going to slip when pressure is applied.

Step 5. Check to ensure the foot clamp is engaged.

Step 6. Ensure you have good footing on the platform, and that there is no obstacles or conditions that could cause a slip, trip or fall.

Step 7. Pull the wrench towards you with both an overhand and underhand grip on the wrench. If working closer to floor level on the sub you may use your foot to put pressure on the wrench. Ensure that your other foot is planted securely on the drill floor and you are holding onto the frame of the platform. The Driller will put pressure on the wrench so it doesn't swing back.

Step 8. Once the rod has been loosened, remove the pipe wrench and step back from the drill.

Step 9. Driller will unscrew drive sub from the top rod using the controls.

Step 10. Grasp the rod firmly with both hands, keep your hands away from the ends of the rods (keep 4 fingers distance between your hand and the end of the rods at all times).



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Step 11. Lift the rod up holding it close to your body and insert the bottom of the rod into the top of the rod string. Screw the rod in a couple of turns. Line up the top of the rod with the drive sub. Close the guard

Step 12. Driller will lower the head onto the new rod.

Step 13. Remove hands from the rod and step back from the drill.

Step 14. Pick up the next rod from the rod sloop to add to the rod string. Grease the threads and lean it up against the wall of the platform ready to insert when the driller indicates.

Hazards:

Strains and sprains due to poor conditioning, improper lifting techniques and/or fatigue.

Pinch points between the rod and the drill platform or other rods

Getting clothing or body parts caught in rotating

Dropping rods

Drilling fluid in eyes while rods are spinning

DO'S	DON'TS
MAINTAIN COMMUNICATION	PUT YOUR FINGERS IN ANY PINCHPOINTS
ENSURE GOOD FOOTING	USE POOR LIFTING TECHNIQUES
ENSURE THE RODS HAVE STOPPED MOVING	PUT WRENCHES ON SPINNING RODS
ENSURE THAT YOU USE ALL YOUR PPE	STAND IN THE LINE OF FIRE

Author	Description of version changes (Control of changes):	Revision Control:	Date:
HSE		REV2	7/1/2025